Financial Statements With Independent Auditors' Report

For the Year Ended December 31, 2010

CITY OF GREAT BEND, KANSAS
Financial Statements With Independent Auditors' Report
For the Year Ended December 31, 2010

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Certified Public Accountants

#### **INDEPENDENT AUDITORS' REPORT**

To the Mayor and City Council City of Great Bend, Kansas Great Bend, Kansas

We have audited the accompanying financial statements of **City of Great Bend, Kansas**, as of and for the year ended December 31, 2010, as listed in the table of contents. These financial statements are the responsibility of **City of Great Bend, Kansas'** management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the Kansas Municipal Audit Guide and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

As described more fully in Note 1, **City of Great Bend, Kansas** has prepared these financial statements using accounting practices prescribed or permitted by the State of Kansas, whose practices differ from accounting principles generally accepted in the United States of America. The effect on the financial statements of the variances between these regulatory accounting practices and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

In our opinion, because of the effects of the matter discussed in the preceding paragraph, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of **City of Great Bend, Kansas**, as of December 31, 2010, or the changes in its financial position for the year then ended. Further, **City of Great Bend, Kansas** has not presented a management's discussion and analysis that accounting principles generally accepted in the United States has determined is necessary to supplement, although not required to be part of, the basic financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the cash and unencumbered cash balances of each fund of **City of Great Bend, Kansas**, as of December 31, 2010, and their respective cash receipts and disbursements and budgetary results for the year then ended on the basis of accounting described in Note 1.

#### **City of Great Bend, Kansas** Page Two

In accordance with *Government Auditing Standards*, we have also issued our report dated September 12, 2011, on our consideration of **City of Great Bend, Kansas'** internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise **City of Great Bend, Kansas'** financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the financial statements. The schedule of expenditures of federal awards is the responsibility of management and is derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

ADAMS, BROWN, BERAN & BALL, CHTD.

adams, Brown, Buran . Ball, Chta

Certified Public Accountants

September 12, 2011

CITY OF GREAT BEND, KANSAS
Summary of Cash Receipts, Expenditures, and Unencumbered Cash
For the Year Ended December 31, 2010

121,865 986,035 3,767,090 27,689 116,793 Cash Balance 32,137 27,057 198,555 19,950 428,458 132,018 1,645,822 761,585 667,468 25,248 1,522,134 247,474 532,500 411,502 122,427 32,722 61,456 231,414 41,039 417,436 362,683 352,647 170,344 22,268,982 5,391,104 369,857 1,054,411 Ending Encumbrances 1,713 6,369 59,825 108,439 352,835 49 and Accounts 7,112 943 3,562 70,969 64,059 28,783 1,281,313 148,537 163 187 5,321 27,352 Outstanding Payable Unencumbered Cash Balance 26,746 116,630 61,456 231,414 41,039 1,054,224 23,579 1,292,987 359,121 690,616 667,468 25,248 73,014 13,993 221,320 32,137 27,057 198,565 19,950 422,089 422,089 1,841,617 121,865 986,035 3,759,978 411,502 117,106 5,370 1,458,075 247,474 170,295 20,987,669 503,717 4,996,009 417,436 352,647 Ending 214,315 554,360 227,530 31,334 263,620 1,476,037 61,573 140,626 6,426 86,544 509,733 1,749,757 63,143 208,864 57,341 Expenditures 536,854 210,000 18,836 108,274 957,422 367,082 350,633 3,835 244,164 24,475,158 10,848,062 ,271,513 1,801,948 2,005,007 496,543 392,791 36,303 34,411 270,694 526,975 236,845 15,262 235 779,929 399,412 47,984 161,995 440,018 8,442 1,965,450 79,160 3,765 4,050 120 56,950 86,544 1,022 1,449,681 175,047 24,516,183 10,972,397 449,632 ,244,223 8 275,312 341,812 1,728,164 Receipts Cash Prior Year Cancelled Encumbrances Beginning Unencumbered Cash Balance 183,293 15,900 479,906 1,676,256 152,964 469,726 40,335 95,261 67,762 2,925 1,497,632 246,570 577,501 90,512 26,106 164,941 42,016 93,294 466,373 198,357 759,238 411,418 101,089 39,187 848,756 444,726 348,040 223,871 20,946,644 4,871,674 69 Total Primary Government (carried forward) Economic Development Revolving Loan Fund Cemetery Perpetual Fund Perpetual Care North Cemetery Fund Capital Improvements Reserve Fund Special Parks and Recreation Fund Jason Trester Cemetery Trust Fund Sewer Line Replacement Fund Convention and Tourism Fund Special Alcohol Program Fund Special Liability Expense Fund Sewage Treatment Plant Fund **Tourism Attraction Grant Fund** Health Insurance Benefit Fund Funds Economic Development Fund Cemetery Improvement Fund Airport T-Hanger Rental Fund Sales Tax Infrastructure Fund Law Enforcement Grant Fund Sales Tax Improvement Fund CDBG ARRA Streets Fund Water Improvements Fund Governmental Fund Catagories Private Purpose Trust Fund Airport Self-Fueling Fund Airport Grant Fund Baseball Complex Fund Bond and Interest Fund Zoo Development Fund Special Revenue Funds Proprietary Fund Category Youth Activities Fund Sewer Disposal Fund Aquatic Facility Fund Special Street Fund Capital Project Funds Fiduciary Fund Category KDOT Grant Fund Water Utility Fund **Debt Service Fund** Fire Grant Fund **Enterprise Funds** Permanent Fund **General Fund** Library Fund General Fund

The notes to the financial statements are an integral part of this statement.

CITY OF GREAT BEND, KANSAS
Summary of Cash Receipts, Expenditures, and Unencumbered Cash
For the Year Ended December 31, 2010

Ending Cash Balance 22,268,982	91,348	22,360,330	\$ 10,262,530 2,075 12,035,000 22,299,605 91,348 (30,623)	\$ 22,360,330
Add Outstanding Encumbrances and Accounts Payable 1,281,313	6,140	1,287,453	•	Agency Funds)
Ending Unencumbered Cash Balance 20,987,669	85,208	21,072,877	nts posits vernment V Unit	Total Reporting Entity (Excluding Agency Funds) \$ 22,360,330
Expenditures 24,475,158	663,507	25,138,665	Checking Accounts Petty Cash Certificates of Deposits Total Primary Government Total Component Unit Agency Funds per Statement 4	Total Reporting
Cash Receipts 24,516,183	654,004	25,170,187	Composition of Cash	
Prior Year Cancelled Encumbrances	r	٠	Сотр	
Beginning Unencumbered Cash Balance \$ 20,946,644	94,711	\$ 21,041,355		
Funds Total Primary Government (brought forward)	Component Unit Public Library	Total Reporting Entity (Excluding Agency Funds)		

Summary of Expenditures - Actual and Budget For the Year Ended December 31, 2010

Funds		Certified Budget	Adjustment for Qualifying Budget Credits	Total Budget for Comparison	Expenditures Chargeable to Current Year	Variance Over (Under)
Governmental Fund Categories						
General Fund						
General Fund	\$	15,216,000	-	15,216,000	10,848,062	(4,367,938)
Special Revenue Funds						
Special Parks and Recreation Fund		69,000	-	69,000	53,801	(15,199)
Special Alcohol Program Fund		50,000	-	50,000	46,524	(3,476)
Special Liability Expense Fund		357,000	-	357,000	214,315	(142,685)
Library Fund		544,000	-	544,000	536,854	(7,146)
Convention and Tourism Fund		210,000	•	210,000	210,000	
Cemetery Perpetual Fund		12,000	-	12,000	-	(12,000)
Perpetual Care North Cemetery Fund		93,000	-	93,000	•	(93,000)
Special Street Fund		741,000	-	741,000	554,360	(186,640)
Aquatic Facility Fund		185,000	-	185,000	140,626	(44,374)
Debt Service Fund						
Bond and Interest Fund		1,545,000	-	1,545,000	1,271,513	(273,487)
Proprietary Fund Category						
Enterprise Funds						
Sewer Disposal Fund		2,142,000	-	2,142,000	2,005,007	(136,993)
Water Utility Fund		1,901,000	-	1,901,000	1,801,948	(99,052)
Airport T-Hanger Rental Fund		106,000	•	106,000	63,143	(42,857)
Airport Self-Fueling Fund		1,000,000	-	1,000,000	208,864	(791,136)

#### **General Fund**

Statement of Cash Receipts and Expenditures - Actual and Budget For the Year Ended December 31, 2010

				Current Year	
		Prior			Variance
		Year			Over
•		Actual	Actual	Budget	(Under)
Cash Receipts		<del></del>			
Taxes and Shared Revenues					
Ad Valorem Property	\$	2,406,933	2,480,864	2,740,000	(259,136)
Neighborhood Revitalization		97,459	122,335	82,000	40,335
Delinquent		71,932	96,074	40,200	55,874
Motor Vehicle		475,944	489,379	486,996	2,383
Local Alcohol Liquor		45,607	65,266	45,394	19,872
County Sales		2,101,194	2,082,543	2,000,000	82,543
City Sales		2,682,378	2,590,064	2,675,000	(84,936)
Machinery and Equipment Slider		17,331	-	-	-
Federal Aid		45,926	6,571	-	6,571
State Aid		646	-	-	-
Other Grant Revenue		11,191	11,191	•	11,191
Ambulance Service		723,189	690,554	648,000	42,554
Airport Income		108,175	122,743	64,000	58,743
Franchise Fees		1,313,968	1,178,695	1,093,000	85,695
Rural Fire Protection		90,833	90,833	90,000	833
Licenses, Fees and Permits		68,876	60,925	71,000	(10,075)
Charges for Services		53,800	58,058	42,000	16,058
Donations		70,292	44,696	27,000	17,696
Police Fines and Charges		346,386	335,841	352,000	(16,159)
Reimbursed Expenses		99,463	128,605	45,000	83,605
Sales of Assets		37,429	114,755	20,000	94,755
Raptor Center Sales		17,276	18,548	25,000	(6,452)
Building Rental		15,518	1,537	7,410	(5,873)
Interest income		204,442	101,320	175,000	(73,680)
Transfers in	_	114,761	81,000	233,000	(152,000)
Total Cash Receipts	\$	11,220,949	10,972,397	10,962,000	10,397

#### General Fund

Statement of Cash Receipts and Expenditures - Actual and Budget For the Year Ended December 31, 2010

			Current Year	
	Prior			Variance
	Year			Over
	 Actual	Actual	Budget	(Under)
Expenditures			<del>.</del>	
Administrative Finance	\$ 452,061	468,339	486,000	(17,661)
Public Safety				
Police Department	1,882,590	2,024,883	2,204,000	(179,117)
Fire Department	1,769,892	1,814,510	1,948,000	(133,490)
Flood Control	106,955	123,850	192,000	(68,150)
Municipal Court	174,724	163,459	166,000	(2,541)
Engineering	126,830	226,854	239,000	(12,146)
Street Department	431,218	470,950	553,000	(82,050)
Zoo	435,517	457,896	495,000	(37,104)
Park Department	651,107	673,583	757,000	(83,417)
Cemetery	188,757	203,801	208,000	(4,199)
Airport	215,752	225,151	212,000	13,151
Other Agencies	285,056	304,380	404,000	(99,620)
Contingencies	126,690	137,264	489,000	(351,736)
Capital Outlay	471,072	227,934	5,203,000	(4,975,066)
Economic Development	-	•	335,000	(335,000)
Employee Benefits	217,200	184,564	282,000	(97,436)
Commission on Aging	131,413	130,473	135,000	(4,527)
Transfers Out	3,280,459	2,877,518	770,000	2,107,518
Neighborhood Revitalization Rebate	 114,328	132,653	138,000	(5,347)
Total Expenditures	 11,061,621	10,848,062	15,216,000	(4,367,938)
Cash Receipts Over (Under) Expenditures	159,328	124,335		
Unencumbered Cash - Beginning	 4,712,346	4,871,674		
Unencumbered Cash - Ending	\$ 4,871,674	4,996,009		

#### Special Parks and Recreation Fund

Statement of Cash Receipts and Expenditures - Actual and Budget For the Year Ended December 31, 2010

			Current Year				
	Prior			Variance			
	Year			Over			
	Actual	Actual	Budget	(Under)			
Cash Receipts							
Taxes and Shared Revenues							
Local Alcohol Liquor	\$ 45,607	34,411	45,394	(10,983)			
Miscellaneous	2,045	1,892	1,606	286			
Total Cash Receipts	47,652	36,303	47,000	(10,697)			
Expenditures							
Contractual Services	10,370	12,529	41,000	(28,471)			
Commodities	5,620	11,272	28,000	(16,728)			
Transfers Out		30,000		30,000			
Total Expenditures	15,990	53,801	69,000	(15,199)			
Cash Receipts Over (Under) Expenditures	31,662	(17,498)					
Unencumbered Cash - Beginning	58,850	90,512					
Unencumbered Cash - Ending	\$ 90,512	73,014					

#### Special Alcohol Program Fund

Statement of Cash Receipts and Expenditures - Actual and Budget
For the Year Ended December 31, 2010
(With Comparative Actual Totals for the Prior Year Ended December 31, 2009)

**Current Year** Prior Variance Year Over Actual **Actual Budget** (Under) **Cash Receipts** Taxes and Shared Revenues Local Alcohol Liquor 45,607 34,411 45,395 (10,984)**Expenditures** Miscellaneous 2,000 2,000 Transfers Out 36,000 44,524 50,000 (5,476)**Total Expenditures** 36,000 46,524 50,000 (3,476)Cash Receipts Over (Under) Expenditures 9,607 (12,113) **Unencumbered Cash - Beginning** 16,499 26,106

26,106

13,993

**Unencumbered Cash - Ending** 

#### **Special Liability Expense Fund**

Statement of Cash Receipts and Expenditures - Actual and Budget For the Year Ended December 31, 2010

		<b></b>		Current Year	
		Prior			Variance
		Year		<b>.</b>	Over
	_	Actual	Actual	Budget	(Under)
Cash Receipts					
Taxes and Shared Revenues					
Ad Valorem Property	\$	265,432	199,208	220,000	(20,792)
Neighborhood Revitalization		10,748	9,823	•	9,823
Delinquent		7,695	7,715	6,301	1,414
Motor Vehicle		56,565	53,948	53,699	249
Machinery and Equipment Slider		1,911	•	-	•
Reimbursed Expenses	-	1,503			
Total Cash Receipts	_	343,854	270,694	280,000	(9,306)
Expenditures					
Personal Services		50,070	49,775	53,400	(3,625)
Contractual Services		206,725	153,888	285,043	(131,155)
Neighborhood Revitalization Rebate	_	12,608	10,652	18,557	(7,905)
Total Expenditures	_	269,403	214,315	357,000	(142,685)
Cash Receipts Over (Under) Expenditures		74,451	56,379		
Unencumbered Cash - Beginning	_	90,490	164,941		
Unencumbered Cash - Ending	\$ _	164,941	221,320		

#### Library Fund

# Statement of Cash Receipts and Expenditures - Actual and Budget For the Year Ended December 31, 2010

			Current Year		
		Prior		ourion rour	Variance
		Year			Over
		Actual	Actual	Budget	(Under)
Cash Receipts	_	· · · ·			
Taxes and Shared Revenues					
Ad Valorem Property	\$	404,488	408,720	451,451	(42,731)
Neighborhood Revitalization		16,378	20,155	-	20,155
Delinquent		12,062	15,828	6,951	8,877
Motor Vehicle		82,063	82,272	81,845	427
Machinery and Equipment Slider		2,912		_	
Total Cash Receipts		517,903	526,975	540,247	(13,272)
Expenditures					
Appropriation to Library		503,000	515,000	515,000	-
Other Expenses		-	-	716	(716)
Neighborhood Revitalization Rebate		19,213	21,854	28,284	(6,430)
Total Expenditures		522,213	536,854	544,000	(7,146)
Cash Receipts Over (Under) Expenditures		(4,310)	(9,879)		
Unencumbered Cash - Beginning	_	46,326	42,016		
Unencumbered Cash - Ending	\$	42,016	32,137		

#### Convention and Tourism Fund

Statement of Cash Receipts and Expenditures - Actual and Budget For the Year Ended December 31, 2010

				Current Year			
		Prior Year Actual	Actual	Budget	Variance Over (Under)		
Cash Receipts	_	Adda	Actual	Dauget	(Olidei)		
Taxes and Shared Revenues							
Transient Guest Tax	\$	234,383	236,845	210,000	26,845		
Expenditures							
Appropriations		234,383	210,000	210,000	<u> </u>		
Cash Receipts Over (Under) Expenditures		-	26,845				
Unencumbered Cash - Beginning	_	212	212				
Unencumbered Cash - Ending	\$ _	212	27,057				

#### **Cemetery Perpetual Fund**

Statement of Cash Receipts and Expenditures - Actual and Budget For the Year Ended December 31, 2010

		Current Year					
		Prior Year			Variance Over		
		Actual	Actual	Budget	(Under)		
Cash Receipts							
Sale of Cemetery Lots	\$	225	15,262	-	15,262		
Expenditures							
Capital Outlay	_			12,000	(12,000)		
Cash Receipts Over (Under) Expenditures		225	15,262				
Unencumbered Cash - Beginning		183,068	183,293				
Unencumbered Cash - Ending	\$	183,293	198,555				

#### **Perpetual Care North Cemetery Fund**

Statement of Cash Receipts and Expenditures - Actual and Budget
For the Year Ended December 31, 2010
(With Comparative Actual Totals for the Prior Year Ended December 31, 2009)

	 Current Year				
	Prior Year Actual	Actual	Dudant	Variance Over	
Cash Receipts	 Actual	Actual	Budget	(Under)	
Sale of Cemetery Lots	\$ 3,375	4,050	4,000	50	
Expenditures	 -		93,000	(93,000)	
Cash Receipts Over (Under) Expenditures	3,375	4,050			
Unencumbered Cash - Beginning	 12,525	15,900			
Unencumbered Cash - Ending	\$ 15,900	19,950			

#### **Special Street Fund**

Statement of Cash Receipts and Expenditures - Actual and Budget For the Year Ended December 31, 2010

			Current Year			
		Prior			Variance	
		Year			Over	
		Actual	Actual	Budget	(Under)	
Cash Receipts				_		
Taxes and Shared Revenues						
Gasoline Tax	\$	392,478	419,208	451,060	(31,852)	
State Highway Maintenance		75,458	75,510	61,470	14,040	
Interest Income		4,276	1,825	4,000	(2,175)	
Total Cash Receipts		472,212	496,543	516,530	(19,987)	
Expenditures						
Personal Services		532,013	554,360	597,000	(42,640)	
Capital Outlay				144,000	(144,000)	
Total Expenditures		532,013	554,360	741,000	(186,640)	
Cash Receipts Over (Under) Expenditures		(59,801)	(57,817)			
Unencumbered Cash - Beginning	_	539,707	479,906			
Unencumbered Cash - Ending	\$	479,906	422,089			

#### **Economic Development Fund**

## Statement of Cash Receipts and Expenditures

For the Year Ended December 31, 2010

	_	Prior Year Actual	Current Year Actual
Cash Receipts			
Interest Income	\$	5,105	3,410
Donations		92,000	31,922
Loan Repayment		811,040	12,100
Transfers In		357,668	345,359
Total Cash Receipts		1,265,813	392,791
Expenditures			
Jobfest		1,000	1,000
State Complex Lobby Support		6,000	-
Employment Recruiting Project		53,238	240
Enterprise Facilitation		7,310	7,310
Chamber of Commerce		115,000	115,000
Marketing Great Bend		23,552	25,855
MyTown Project		88,000	30,000
Renaissance Faire		-	1,000
Community Recruiter		-	47,125
Total Expenditures		294,100	227,530
Cash Receipts Over (Under) Expenditures		971,713	165,261
Unencumbered Cash - Beginning		704,543	1,676,256
Unencumbered Cash - Ending	\$ <u></u>	1,676,256	1,841,517

#### **Cemetery Improvement Fund**

# Statement of Cash Receipts and Expenditures For the Year Ended December 31, 2010

		Prior Year Actual	Current Year Actual
Cash Receipts	-	7101001	
Interest Income	\$	313	235
Transfers In	_	70,000	_
Total Cash Receipts		70,313	235
Expenditures			
Capital Outlay	_	22,500	31,334
Cash Receipts Over (Under) Expenditures		47,813	(31,099)
Unencumbered Cash - Beginning	-	105,151	152,964
Unencumbered Cash - Ending	\$ <sub>=</sub>	152,964	121,865

#### Sales Tax Infrastructure Fund

# Statement of Cash Receipts and Expenditures

For the Year Ended December 31, 2010

		Prior	Current
		Year	Year
		Actual	Actual
Cash Receipts			
State Aid	\$	-	1,347
Interest Income		5,971	1,524
Transfers In	سجمس	804,754	777,058
Total Cash Receipts	_	810,725	779,929
Expenditures			
Contractual Services		4,768	-
Capital Outlay		472,192	263,620
Transfers Out	_	630,000	
Total Expenditures	_	1,106,960	263,620
Cash Receipts Over (Under) Expenditures		(296,235)	516,309
Unencumbered Cash - Beginning	<u></u>	765,961	469,726
Unencumbered Cash - Ending	\$	469,726	986,035

#### Capital Improvements Reserve Fund

#### Statement of Cash Receipts and Expenditures

For the Year Ended December 31, 2010

		Prior	Current
		Year	Year
		Actual	Actual
Cash Receipts	-	Actual	Actual
Interest Income	\$	21,893	12,052
Donations	Ψ	129,777	3,500
Reimbursed Expenses		38,786	7,027
Drag Strip Lease		9,762	1,021
Housing Lot Sales		12,603	-
Transfers In	_	719,000	376,833
Total Cash Receipts	· -	931,821	399,412
Expenditures			
Contractual Services		27,194	29,787
Capital Outlay		379,352	211,250
Transfers Out	-	74,000	1,235,000
Total Expenditures	-	480,546	1,476,037
Cash Receipts Over (Under) Expenditures		451,275	(1,076,625)
Unencumbered Cash - Beginning	_	4,385,328	4,836,603
Unencumbered Cash - Ending	\$ _	4,836,603	3,759,978

#### **Youth Activities Fund**

# Statement of Cash Receipts and Expenditures For the Year Ended December 31, 2010

		Prior Year Actual	Current Year Actual
Cash Receipts	•		
Donations	\$	9,665	3,398
Interest Income		129	62
Reimbursed Expenses		206	-
Transfers In		36,000	44,524
Total Cash Receipts		46,000	47,984
Expenditures			
Personal Services		24,070	27,018
Youth Activities		22,573	34,555
Total Expenditures	-	46,643	61,573
Cash Receipts Over (Under) Expenditures		(643)	(13,589)
Unencumbered Cash - Beginning	-	40,978	40,335
Unencumbered Cash - Ending	\$	40,335	26,746

#### **Aquatic Facility Fund**

# Statement of Cash Receipts and Expenditures - Actual and Budget For the Year Ended December 31, 2010

			Current Year	
	Prior Year			Variance Over
	Actual	Actual	Budget	(Under)
Cash Receipts				
Admissions	\$ 90,490	89,841	94,000	(4,159)
Concessions	35,704	36,916	35,000	1,916
Interest Income	437	238	-	238
Reimbursed Expenses	45	-	-	-
Transfers In	35,000	35,000	35,000	
Total Cash Receipts	161,676	161,995	164,000	(2,005)
Expenditures				
Personal Services	100,903	95,911	119,000	(23,089)
Contractual Services and Commodities	41,815	44,715	66,000	(21,285)
Total Expenditures	142,718	140,626	185,000	(44,374)
Cash Receipts Over (Under) Expenditures	18,958	21,369		
Unencumbered Cash - Beginning	76,303	95,261		
Unencumbered Cash - Ending	\$ 95,261	116,630		

## **Tourism Attraction Grant Fund**

# Statement of Cash Receipts and Expenditures

For the Year Ended December 31, 2010

Cash Receipts Interest Income		Prior Year Actual	Current Year Actual
Transfers In	•	60,000	-
Total Cash Receipts		60,025	120
Expenditures Tourism Signage			6,426
Cash Receipts Over (Under) Expenditures		60,025	(6,306)
Unencumbered Cash - Beginning		7,737	67,762
Unencumbered Cash - Ending	\$ _	67,762	61,456

#### Health Insurance Benefit Fund

# Statement of Cash Receipts and Expenditures

For the Year Ended December 31, 2010

Cash Receipts	Prior Year Actual	Current Year Actual
Interest Income	\$ 284	157
Expenditures		
Cash Receipts Over (Under) Expenditures	284	157
Unencumbered Cash - Beginning	230,973	231,257
Unencumbered Cash - Ending	\$ 231,257	231,414

#### **Law Enforcement Grant Fund**

# Statement of Cash Receipts and Expenditures

For the Year Ended December 31, 2010

		Prior Year Actual	Current Year Actual
Cash Receipts	***		
Interest Income	\$	19	-
Federal Aid		24,723	56,950
Transfers In	_	35,000	<u> </u>
Total Cash Receipts		59,742	56,950
Expenditures			
Capital Outlay	_	62,946	18,836
Cash Receipts Over (Under) Expenditures		(3,204)	38,114
Unencumbered Cash - Beginning	_	6,129	2,925
Unencumbered Cash - Ending	\$ _	2,925	41,039

#### Ice Storm Fund

# Statement of Cash Receipts and Expenditures For the Year Ended December 31, 2010

	-	Prior Year Actual	Current Year Actual
Cash Receipts	_	_	
State Aid	\$ _	2	*
Expenditures			
Contractual Services		1,684	
Capital Outlay		2,593	-
Transfers Out	-	33,761	
Total Expenditures	-	38,038	
Cash Receipts Over (Under) Expenditures		(38,036)	-
Unencumbered Cash - Beginning	-	38,036	
Unencumbered Cash - Ending	\$ <u>_</u>		*

#### **KDOT Grant Fund**

# Statement of Cash Receipts and Expenditures For the Year Ended December 31, 2010

	_	Prior Year Actual	Current Year Actual
Cash Receipts			
State Aid	\$	145,825	347,298
Interest Income		8,092	2,334
Transfers In	_	700,000	100,000
Total Cash Receipts		853,917	449,632
Expenditures			
Capital Outlay	_	588,420	244,164
Cash Receipts Over (Under) Expenditures		265,497	205,468
Unencumbered Cash - Beginning	_	583,259	848,756
Unencumbered Cash - Ending	\$ =	848,756	1,054,224

#### **Bond and Interest Fund**

Statement of Cash Receipts and Expenditures - Actual and Budget For the Year Ended December 31, 2010

			Cumment Vacan	
	Prior		Current Year	Variance
	Year			Over
	Actual	Actual	Budget	(Under)
Cash Receipts				
Taxes and Shared Revenues				
Ad Valorem Property	\$ 306,555	303,310	335,000	(31,690)
Neighborhood Revitalization	12,413	14,957	-	14,957
Delinquent	9,121	11,746	6,968	4,778
Motor Vehicle	70,094	62,506	62,031	475
Machinery and Equipment Slider	2,207	-	-	-
Special Assessments	107,227	106,438	70,000	36,438
Transfers In	 796,000	745,266	1,056,000	(310,734)
Total Cash Receipts	 1,303,617	1,244,223	1,529,999	(285,776)
Expenditures				
Principal Payments	833,942	878,564	1,034,000	(155,436)
Interest Payments	362,662	334,121	489,563	(155,442)
Commissions and Fees	8,077	7,995	-	7,995
Special Assessment Taxes	36,551	34,615	-	34,615
Neighborhood Revitalization Rebate	 14,561	16,218	21,437	(5,219)
Total Expenditures	 1,255,793	1,271,513	1,545,000	(273,487)
Cash Receipts Over (Under) Expenditures	47,824	(27,290)		
Unencumbered Cash - Beginning	 396,902	444,726		
Unencumbered Cash - Ending	\$ 444,726	417,436		

#### Fire Grant Fund

#### Statement of Cash Receipts and Expenditures For the Year Ended December 31, 2010

	Prior Year Actual	Current Year Actual
Cash Receipts	 	
Federal Aid	\$ •	86,544
Expenditures		
Capital Outlay	 	86,544
Cash Receipts Over (Under) Expenditures	-	-
Unencumbered Cash - Beginning		
Unencumbered Cash - Ending	\$ <del>-</del>	-

#### **Airport Grant Fund**

### Statement of Cash Receipts and Expenditures

For the Year Ended December 31, 2010

		Prior Year Actual	Current Year Actual
Cash Receipts			
Federal Aid	\$	415,846	272,056
State Aid		-	117,962
Transfers In	-	35,000	50,000
Total Cash Receipts		450,846	440,018
Expenditures			
Capital Outlay	-	295,700	509,733
Cash Receipts Over (Under) Expenditures		155,146	(69,715)
Unencumbered Cash - Beginning		(61,852)	93,294
Unencumbered Cash - Ending	\$	93,294	23,579

#### **Baseball Complex Fund**

# Statement of Cash Receipts and Expenditures

For the Year Ended December 31, 2010

Cash Receipts	-	Prior Year Actual	Current Year Actual
Interest Income	\$	8,218	3,596
Donations	•	138,005	200,274
Loan Repayment		1,200,000	
Transfers In	-		1,630,000
Total Cash Receipts		1,346,223	1,833,870
Expenditures			
Capital Outlay	-	1,011,954	1,749,757
Cash Receipts Over (Under) Expenditures		334,269	84,113
Unencumbered Cash - Beginning	-	874,605	1,208,874
Unencumbered Cash - Ending	\$ =	1,208,874	1,292,987

#### Zoo Development Fund

#### Statement of Cash Receipts and Expenditures

For the Year Ended December 31, 2010

	_	Prior Year Actual	Current Year Actual
Cash Receipts	•	4.000	
Interest Income	\$	1,326	1,022
Federal Aid		175,943	•
Reimbursed Expenses		3,029	-
Transfers In	_	300,000	
Total Cash Receipts		480,298	1,022
Expenditures			
Capital Outlay		310,536	108,274
Cash Receipts Over (Under) Expenditures		169,762	(107,252)
Unencumbered Cash - Beginning		296,611	466,373
Unencumbered Cash - Ending	\$	466,373	359,121

#### Sewer Line Replacement Fund

#### Statement of Cash Receipts and Expenditures

For the Year Ended December 31, 2010

Cash Receipts	_	Prior Year Actual	Current Year Actual
Federal Aid	\$	375,293	392,707
Interest Income	•	1,293	321
Loan Proceeds		284,661	626,653
Transfers In	_		430,000
Total Cash Receipts		661,247	1,449,681
Expenditures			
Capital Outlay		980,492	957,422
Cash Receipts Over (Under) Expenditures		(319,245)	492,259
Unencumbered Cash - Beginning	•••	517,602	198,357
Unencumbered Cash - Ending	\$ _	198,357	690,616

#### Sales Tax Improvement Fund

# Statement of Cash Receipts and Expenditures

For the Year Ended December 31, 2010

Cash Receipts	-	Prior Year Actual	Current Year Actual
Interest Income	\$	6,985	1,310
Transfers In		254,037	274,002
Total Cash Receipts		261,022	275,312
Expenditures			
Capital Outlay		1,759,925	367,082
Cash Receipts Over (Under) Expenditures		(1,498,903)	(91,770)
Unencumbered Cash - Beginning	-	2,258,141	759,238
Unencumbered Cash - Ending	\$	759,238	667,468

#### CITY OF GREAT BEND, KANSAS CDBG ARRA Streets Fund

Statement of Cash Receipts and Expenditures For the Year Ended December 31, 2010

		Prior Year Actual	Current Year Actual
Cash Receipts			
Federal Aid	\$	4,999	326,812
Transfers In		64,000	15,000
Total Cash Receipts		68,999	341,812
Expenditures			
Capital Outlay		34,930	350,633
Cash Receipts Over (Under) Expenditures		34,069	(8,821)
Unencumbered Cash - Beginning	_	<del>-</del>	34,069
Unencumbered Cash - Ending	\$	34,069	25,248

#### **Jason Trester Cemetery Trust Fund**

# Statement of Cash Receipts and Expenditures

For the Year Ended December 31, 2010

	_	Prior Year Actual	Current Year Actual
Cash Receipts	•	22	
Donations Interest Earnings	\$ 	9,459	8,442
Total Cash Receipts		9,481	8,442
Expenditures			
Capital Outlay	-	1,000	3,835
Cash Receipts Over (Under) Expenditures		8,481	4,607
Unencumbered Cash - Beginning	_	339,559	348,040
Unencumbered Cash - Ending	\$ _	348,040	352,647

#### Sewer Disposal Fund

Statement of Cash Receipts and Expenditures - Actual and Budget For the Year Ended December 31, 2010

			Current Year	
	Prior			Variance
	Year			Over
	Actual	Actual	Budget	(Under)
Cash Receipts			<u> </u>	
Sewer Use Charges	\$ 2,005,344	1,955,964	1,987,000	(31,036)
Miscellaneous	6,570	2,125	6,000	(3,875)
Reimbursed Expenses	25,793	3,481	-	3,481
Interest Income	7,201	3,880	10,000	(6,120)
Total Cash Receipts	2,044,908	1,965,450	2,003,000	(37,550)
Expenditures				
Personal Services	889,180	916,379	995,000	(78,621)
Contractual Services and Commodities	475,139	494,717	670,000	(175,283)
Capital Outlay	73,306	7,911	11,000	(3,089)
Transfers Out	211,000	586,000	466,000	120,000
Total Expenditures	1,648,625	2,005,007	2,142,000	(136,993)
Cash Receipts Over (Under) Expenditures	396,283	(39,557)		
Unencumbered Cash - Beginning	1,101,349	1,497,632		
Unencumbered Cash - Ending	\$ 1,497,632	1,458,075		

#### **Sewage Treatment Plant Fund**

# Statement of Cash Receipts and Expenditures

For the Year Ended December 31, 2010

		Prior Year Actual	Current Year Actual
Cash Receipts	•	4.047	004
Interest Income	\$	1,917	904
Expenditures	_		_
Cash Receipts Over (Under) Expenditures		1,917	904
Unencumbered Cash - Beginning		244,653	246,570
Unencumbered Cash - Ending	\$	246,570	247,474

#### **Water Utility Fund**

# Statement of Cash Receipts and Expenditures - Actual and Budget For the Year Ended December 31, 2010

				Current Year	
		Prior		Odironi rodi	Variance
		Year			Over
	_	Actual	Actual	Budget	(Under)
Cash Receipts					
Water Use Charges	\$	1,637,783	1,710,854	1,728,000	(17,146)
Miscellaneous		3,642	2,185	-	2,185
Interest Income		4,756	1,948	5,000	(3,052)
Reimbursed Expenses		195	7,957	-	7,957
Rental Income	_	6,516	5,220	3,000	2,220
Total Cash Receipts	_	1,652,892	1,728,164	1,736,000	(7,836)
Expenditures					
Personal Services		558,118	557,407	568,000	(10,593)
Contractual Services and Commodities		296,351	321,405	410,000	(88,595)
Capital Outlay		37,341	2,863	2,000	863
Debt Service		837,643	839,273	840,000	(727)
Transfers Out	_	81,000	81,000	81,000	
Total Expenditures	_	1,810,453	1,801,948	1,901,000	(99,052)
Cash Receipts Over (Under) Expenditures		(157,561)	(73,784)		
Unencumbered Cash - Beginning		735,062	577,501		
Unencumbered Cash - Ending	\$ _	577,501	503,717		

#### Water Improvements Fund

# Statement of Cash Receipts and Expenditures For the Year Ended December 31, 2010

	_	Prior Year Actual	Current Year Actual
Cash Receipts Interest Income	\$	153	84
interest income	Ψ	155	04
Expenditures	_		
Cash Receipts Over (Under) Expenditures		153	84
Unencumbered Cash - Beginning	_	411,265	411,418
Unencumbered Cash - Ending	\$ _	411,418	411,502

# CITY OF GREAT BEND, KANSAS Airport T-Hanger Rental Fund

# Statement of Cash Receipts and Expenditures - Actual and Budget For the Year Ended December 31, 2010

			Current Year		
	Prior Year			Variance Over	
	Actual	Actual	Budget	(Under)	
Cash Receipts					
Rental Income	\$ 59,199	55,960	62,000	(6,040)	
Oil and Gas Income	5,175	22,800	-	22,800	
Interest Income	784	400	1,000	(600)	
Total Cash Receipts	65,158	79,160	63,000	16,160	
Expenditures					
Property Taxes	-	-	500	(500)	
Insurance	7,000	5,300	16,000	(10,700)	
T-Hanger Management Fee	8,320	-	-	-	
Building and Equipment Repairs	15,827	7,843	23,500	(15,657)	
Capital Outlay	-	•	66,000	(66,000)	
Transfers Out	35,000	50,000	-	50,000	
Total Expenditures	66,147	63,143	106,000	(42,857)	
Cash Receipts Over (Under) Expenditures	(989)	16,017			
Unencumbered Cash - Beginning	102,078	101,089			
Unencumbered Cash - Ending	\$ 101,089	117,106			

# CITY OF GREAT BEND, KANSAS Airport Self-Fueling Fund

# Statement of Cash Receipts and Expenditures - Actual and Budget For the Year Ended December 31, 2010

				Current Year	
		Prior			Variance
		Year			Over
		Actual	Actual	Budget	(Under)
Cash Receipts					
Fuel Income	\$	254,169	174,436	1,100,000	(925,564)
Reimbursed Expenses	_	142	611	<u> </u>	611
Total Cash Receipts	_	254,311	175,047	1,100,000	(924,953)
Expenditures					
Insurance		•	-	2,000	(2,000)
Utilities		1,651	1,463	2,000	(537)
Marketing		515	1,326	1,000	326
Supplies		137	-	1,000	(1,000)
Equipment Repairs		3,545	3,659	2,000	1,659
Fuel		219,465	202,416	992,000	(789,584)
Total Expenditures		225,313	208,864	1,000,000	(791,136)
Cash Receipts Over (Under) Expenditures		28,998	(33,817)		
Unencumbered Cash - Beginning		10,189	39,187		
Unencumbered Cash - Ending	\$	39,187	5,370		

# **CDBG Repayment Fund**

# Statement of Cash Receipts and Expenditures

For the Year Ended December 31, 2010

Cash Receipts	Prior Year Actual	Current Year Actual
Collections	\$ 360,321	-
Expenditures CDBG Payments to the State	360,321	<u>.</u>
Cash Receipts Over (Under) Expenditures	-	
Unencumbered Cash - Beginning		
Unencumbered Cash - Ending	\$ _	-

# **Economic Development Revolving Loan Fund**

Statement of Cash Receipts and Expenditures For the Year Ended December 31, 2010

Cash Receipts	_	Prior Year Actual	Current Year Actual
Collections	\$	8,551	2,817
Interest Income	-	1,759	948
Total Cash Receipts		10,310	3,765
Expenditures			
Contractual Services	_	93,799	57,341
Cash Receipts Over (Under) Expenditures		(83,489)	(53,576)
Unencumbered Cash - Beginning		307,360	223,871
Unencumbered Cash - Ending	\$	223,871	170,295

#### **Public Library**

# Statement of Cash Receipts and Expenditures

For the Year Ended December 31, 2010

		Prior Year Actual	Current Year Actual
Cash Receipts			
City Appropriations	\$	503,000	515,000
Grants		25,949	24,741
Miscellaneous		12,858	17,232
Interest		931	448
Donations		440	891
Reimbursements		-	55,543
Rent		39,390	40,149
Total Cash Receipts		582,568	654,004
Expenditures			
Personal Services		277,573	279,196
Contractual Services		232,095	251,280
Commodities		59,039	58,396
Capital Outlay		6,536	74,635
Total Expenditures		575,243	663,507
Cash Receipts Over (Under) Expenditures		7,325	(9,503)
Unencumbered Cash - Beginning		87,386	94,711
Unencumbered Cash - Ending	\$ :	94,711	85,208

# Agency Funds

# Summary of Cash Receipts and Cash Disbursements For the Year Ended December 31, 2010

Fund		Beginning Cash Balance	Cash Receipts	Cash Disbursements	Ending Cash Balance
Municipal Court Fund	\$	17,120	75,899	78,517	14,502
Section 125 Plan		14,311	65,180	63,552	15,939
Pay It Forward	_	<del></del>	2,050	1,868_	182
Total Agency Funds	\$	31,431	143,129	143,937	30,623

Notes to Financial Statements
December 31, 2010

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

City of Great Bend, Kansas has established a uniform system of accounting maintained to reflect compliance with the applicable laws of the State of Kansas. The accompanying financial statements are presented to conform to the cash basis and budget laws of the State of Kansas, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. The following is a summary of such significant policies.

#### Reporting Entity

The City is a municipal corporation governed by an elected nine-member council. These financial statements present the City (primary government) and its component unit. The component unit is included in the City's reporting entity because of the significance of its operational or financial relationship with the City.

The component unit section of these financial statements includes the financial data of the following discretely presented component unit. This component unit is reported separately to emphasize that it is legally separate from the City. The governing body of this component unit is appointed by the City.

#### **Great Bend Public Library Board**

The Great Bend Public Library Board operates the City's public library. Acquisition or disposition of real property by the board must be approved by the City. Bond issuances must also be approved by the City. The Board's members are appointed by the City Council. The City substantially funds the Board's operations by levying tax dollars for the library.

#### **Use of Estimates**

The preparation of financial statements on a prescribed basis of accounting that demonstrates compliance with the cash basis and budget laws of the State of Kansas requires management to make estimates and assumptions that affect the reported amount of unencumbered cash balances and accounts payable during the reporting period. Actual results could differ from these estimates.

## **Basis of Presentation - Fund Accounting**

The accounts of the City are organized and operated on the basis of funds. In governmental accounting, a fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

The following categories of funds comprise the financial activities of the City for the year ended December 31, 2010.

#### **Governmental Fund Categories**

**General Fund** – to account for all financial resources except those required to be reported in another fund.

**Special Revenue Funds** – to account for the proceeds of specific revenue sources that are legally restricted to expenditure for a specified purpose.

**Debt Service Fund** – to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Notes to Financial Statements
December 31, 2010

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

**Capital Project Funds** – to account for financial resources to be used for the acquisition or construction of major capital facilities.

**Permanent Fund** – to account for resources that are legally restricted to the extent that only earnings, and not principal, may be used for the purposes that support the City's programs – that is, for the benefit of the City or its citizenry.

#### **Proprietary Fund Category**

**Enterprise Funds** — to account for operations that are financed and operated in a manner similar to private business enterprises where the stated intent is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or where periodic determination of revenues earned, expenses incurred, and/or net income is deemed appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

# **Fiduciary Fund Categories**

**Private Purpose Trust Funds** – to account for assets held by the City as trustee or agent for others. The principal and income of these funds may be expended in the course of the fund's designated operations.

Agency Funds - to account for assets held by the City as trustee or agent for others.

#### **Statutory Basis of Accounting**

The statutory basis of accounting, as used in the preparation of these statutory basis financial statements, is designed to demonstrate compliance with the cash basis and budget laws of the State of Kansas. Cash receipts are recognized when the cash balance of a fund is increased. Expenditures include disbursements, accounts payable, and encumbrances with disbursements being adjusted for prior year's accounts payable and encumbrances. Encumbrances are commitments related to unperformed (executory) contracts for goods and services, and are usually evidenced by a purchase order or written contract. For an interfund transaction, a cash receipt is recorded in the fund receiving cash from another fund, and an expenditure would be charged in the fund from which the transfer is made.

The City has approved a resolution that is in compliance with K.S.A. 75-1120a(c), waiving the requirement for application of generally accepted accounting principles and allowing the City to use the statutory basis of accounting.

#### Departure From Accounting Principles Generally Accepted in the United States of America

The basis of accounting described above results in a financial statement presentation which shows cash receipts, expenditures, cash and unencumbered cash balances, and expenditures compared to budget. Balance sheets that would have shown non-cash assets such as receivables, inventories, and prepaid expense, liabilities such as deferred revenue and matured principal and interest payable, and reservations of the fund balance are not presented. Under accounting principles generally accepted in the United States of America, encumbrances are only recognized as a reservation of fund balance; encumbrances outstanding at year end do not constitute expenditures or liabilities. Consequently, the expenditures as reported do not present the cost of goods and services received during the fiscal year in accordance with generally accepted accounting principles. Capital assets that account for the land, buildings, and equipment owned by the City are not presented in the financial statements. Also, long-term

Notes to Financial Statements
December 31, 2010

# NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

debt such as general obligation bonds, revenue bonds, capital leases, temporary notes, and compensated absences are not presented in the financial statements.

#### **Budgetary Information**

Kansas statutes require that an annual operating budget be legally adopted for the general fund, special revenue funds (unless specifically exempted by statute), debt service funds and enterprise funds. Although directory rather than mandatory, the statutes provide for the following sequence and timetable in the adoption of the legal annual operating budget:

- a. Preparation of the budget for the succeeding calendar year on or before August 1st.
- b. Publication in local newspaper on or before August 5th of the proposed budget and notice of public hearing on the budget.
- c. Public hearing on or before August 15th, but at least 10 days after publication of notice of hearing.
- d. Adoption of the final budget on or before August 25th.

The statutes allow for the governing body to increase the originally adopted budget for previously unbudgeted increases in revenue other than ad valorem property taxes. To do this, a notice of public hearing to amend the budget must be published in the local newspaper. At least 10 days after publication the hearing may be held and the governing body may amend the budget at that time. There were no such budget amendments for this year.

The statutes permit transferring budgeted amounts between line items within an individual fund. However, such statutes prohibit expenditures in excess of the total amount of the adopted budget of expenditures of individual funds. Budget comparison statements are presented for each fund showing actual receipts and expenditures compared to legally budgeted receipts and expenditures.

All legal annual operating budgets are prepared using the statutory basis of accounting, in which, revenues are recognized when cash is received and expenditures include disbursements, accounts payable, and encumbrances, with disbursements being adjusted for prior year's accounts payable and encumbrances. Encumbrances are commitments by the City for future payments and are supported by a document evidencing the commitment, such as a purchase order or contract. Any unused budgeted expenditure authority lapses at year-end.

A legal operating budget is not required for capital project funds, fiduciary funds, permanent funds, and the following special revenue funds: Economic Development Fund, Cemetery Improvement Fund, Sales Tax Infrastructure Fund, Capital Improvements Reserve Fund, Youth Activities Fund, Tourism Attraction Grant Fund, Health Insurance Benefit Fund, Law Enforcement Grant Fund, Ice Storm Fund and KDOT Grant Fund.

Spending in funds which are not subject to the legal annual operating budget requirement is controlled by federal regulations, other statutes, or by the use of internal spending limits established by the governing body.

Notes to Financial Statements
December 31, 2010

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### **Deposits and Investments**

The City follows the practice of pooling cash and investments of all funds. Each fund's portion of total cash and investments is summarized by fund category in the summary of cash receipts, expenditures and unencumbered cash.

K.S.A. 9-1401 establishes the depositories which may be used by the City. The statute requires banks eligible to hold the City's funds have a main or branch bank in the county in which the City is located, or in an adjoining county if such institution has been designated as an official depository, and the banks provide an acceptable rate of return on funds. In addition, K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of FDIC coverage. The City has no other policies that would further limit interest rate risk.

K.S.A. 12-1675 limits the City's investments of idle funds to time deposits, open accounts and certificates of deposit with allowable financial institutions; U.S. government securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The City has no investment policy that would further limit its investment choices.

#### Concentration of Credit Risk

State statutes place no limit on the amount the City may invest in any one issuer as long as the investments are adequately secured under K.S.A. 9-1402 and K.S.A. 9-1405.

#### Custodial Credit Risk - Deposits

Custodial credit risk is the risk that in the event of a bank failure, the City's deposits may not be returned to it. State statutes require the City's deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka, except during designated "peak periods" when required coverage is 50%. The City does not use "peak periods". All deposits were legally secured at December 31, 2010.

At December 31, 2010, the City's carrying amount of deposits was \$22,297,530 and the bank balance was \$22,572,413. The bank balance was held by five banks resulting in a concentration of credit risk. Of the bank balance, \$7,018,977 was covered by federal depository insurance and \$15,553,436 was collateralized with securities held by pledging financial institutions' agents in the City's name. In addition, the City had cash on hand of \$2,075.

At December 31, 2010, the Great Bend Public Library's carrying amount of deposits was \$91,348 and the bank balance was \$103,136. The Library's bank balance was held by one bank resulting in a concentration of credit risk. The entire bank balance was covered by federal depository insurance.

#### Custodial Credit Risk - Investments

For an investment, this is the risk that, in the event of the failure of the issuer or counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State statutes require investments to be adequately secured. The City had no investments at December 31, 2010.

Notes to Financial Statements
December 31, 2010

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### **Compensated Absences**

Vacation

The City's policy regarding vacation for non-24 hour shift full-time employees is as follows:

Years Worked	Amount Earned
0-5	8 hours/month
6-14	10 hours/month
15-24	12 hours/month
25 and over	14 hours/month

The City's policy regarding vacation for 24 hour shift full-time employees is as follows:

Years Worked	Amount Earned
0-5	12 hours/month
6-14	15 hours/month
15-24	18 hours/month
25 and over	21 hours/month

Part-time employees who work at least 20 hours or more per week or 1,040 hours per year shall earn vacation at the rate of 4 hours each month of employment.

Vacation earned may not be taken until the employee completes one full year of service. The maximum accrual for vacation shall be no more than 240 hours for non-24 hour shift employees and 360 hours for 24 hour shift employees.

The Great Bend Public Library's policy regarding vacation is as follows:

Director - will accrue 22 days the first year and 22 days annually thereafter.

#### Administration and Professional Staff

15 days - 1 year of service

20 days - 1 to 10 years of service

22 days - 10 years or more of service

#### Supervisory Personnel

10 days - 1 year of service

15 days - 1 to 10 years of service

20 days - 10 years or more of service

#### Support Staff

5 days - 1 year of service

10 days - 1 to 10 years of service

15 days - 10 years or more of service

Part-time regular employees accrue a proportionate allowance based on the full-time allowance for their position. Part-time hourly student employees accrue no vacation time. Only upon the approval by the Director may vacation time be carried over to the next year, and then it is only allowed to accumulate up to five days.

Notes to Financial Statements
December 31, 2010

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### Sick Leave

The City's policy for sick leave permits a non-24 hour shift full-time employee to earn sick leave at the rate of 8 hours per calendar month up to a maximum of 480 hours. Twenty-four hour shift full-time employees shall earn sick leave at a rate of 12 hours per calendar month up to a maximum of 720 hours. For those employees who have attained and maintained a maximum accumulation of sick leave and are terminated in good standing, the City will pay them 25% of their accumulated sick leave at their current rate of pay.

The Library's policy regarding sick leave is that full-time employees shall earn and accrue sick leave at the rate of one day per month, up to a maximum of 100 days, which is forfeited upon termination of the employee. Part-time regular employees are allowed to accrue proportionate sick leave based on number of hours worked in relation to a full-time position.

Included in the accumulated sick leave balance is an amount of the Library system's sick leave pool. The purpose of the sick leave pool is to allow staff members to contribute unused sick leave to a pool and allow participating members, who would otherwise have their pay reduced, draw from the pool to avoid having their pay reduced. The number of sick leave days that can be drawn from the pool by one individual in any one year is limited to 20 percent of the days in the pool or one month, which ever is greater. The number of sick leave days that can be drawn by all individuals is limited to the total days in the pool.

#### Personal Leave

When an employee reaches and maintains maximum accumulation of sick leave hours, the accrual shall be converted to personal leave. Conversion shall occur at the rate of 2 hours personal leave for each 8 hours of sick leave for non-24 hour shift employees with a maximum accrual of 48 hours and for 24 hour shift employees it shall accrue at the rate of 3 hours of personal leave for each 12 hours of sick leave up to a maximum of 72 hours. The City will pay employees upon approval of the department head and terminating in good standing, 100% of their accumulated personal leave at their current rate of pay.

#### Injury Leave

Full-time non-24 hour shift employees shall earn injury leave at the rate of 8 hours per calendar month with a maximum accumulation of 480 hours. Twenty-four hour shift employees shall earn 12 hours per calendar month with a maximum accumulation of 720 hours.

#### Longevity Pay

Each July, the City pays longevity pay to employees who have been employed 5 years or longer. They are paid \$10.00 for each year of service.

A potential liability for accumulated vacation, sick leave and personal leave is shown on the schedule of long-term debt.

#### **Deferred Compensation Plan**

The City sponsors a deferred compensation plan under the Internal Revenue Code Section 457. All employees are eligible to participate under the plan. The employee is responsible for the amount of deferred compensation to be contributed. The City is not required to make any contributions.

Notes to Financial Statements
December 31, 2010

# NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### **Defined Contribution Pension Plan**

Plan Description

The City sponsors a defined contribution pension plan, administered by ICMA Retirement Corporation, hereafter referred to as the Plan. The Plan covers all full-time employees. The City and participants are required to contribute 4 1/2% of annual earnings for the Plan year. Earnings are defined as participant's base salary or wages. The following is a vesting schedule for the Plan:

Years of Completed	Vesting
Service	Percent
0	0%
· 1	10%
2	20%
3	40%
4	60%
5	80%
6	100%

For the year ended December 31, 2010, the amount of pension expense was \$205,438.

#### **Defined Benefit Pension Plan**

Plan Description

Great Bend Public Library contributes to the Kansas Public Employees Retirement System (KPERS), a cost-sharing multiple-employer defined benefit pension plan as provided by K.S.A. 74-4901, et seq. KPERS provides retirement benefits, life insurance, disability income benefits, and death benefits. Kansas law establishes and amends benefit provisions. KPERS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to KPERS (611 S. Kansas, Suite 100, Topeka, Kansas 66603) or by calling 1-888-275-5737.

#### **Funding Policy**

K.S.A. 74-4919 establishes the KPERS member-employee contribution rate at 4% and 6% (if hired on or after July 1, 2009) of covered salary. The employer collects and remits member-employee contributions according to the provisions of section 414(h) of the Internal Revenue Code. State law provides that the employer contribution rate be determined annually based on the results of an annual actuarial valuation. KPERS is funded on an actuarial reserve basis. State law sets a limitation on annual increases in the contribution rates for KPERS employers. The employer rate established for calendar year 2010 was 7.14% and 12.52% for KPERS retirees. The Library's employer contributions to KPERS for the years ending December 31, 2010, 2009, and 2008 were \$15,736, \$12,357 and \$11,138, respectively, equal to the required contributions for each year as set forth by the legislature.

#### **Other Post Employment Benefits**

As provided by K.S.A. 12-5040, the City and Library allow retirees to participate in the group health insurance plan. While each retiree pays the full amount of the applicable premium, conceptually, the City and Library are subsidizing the retirees because each participant is charged a level of premium regardless of age. However, the cost of this subsidy has not been quantified in these financial statements.

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the City and Library make health care benefits available to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium is paid in full by the insured. There is no cost to the City and Library under this program.

Notes to Financial Statements
December 31, 2010

# NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### **Property Tax Calendar**

Collection of current year property tax by the County Treasurer is not completed, apportioned nor distributed to the various subdivisions until the succeeding year, such procedure being in conformity with governing state statutes. Property taxes are collected and remitted to the County Treasurer. Taxes levied annually on November 1st are due one-half by December 20th and one-half by May 10th. Major tax distributions are made in the months of December through July. Lien dates for personal property are in March and August and lien dates for real estate property are in September. Taxes are recognized as revenue in the year received. Delinquent tax payments are recognized as revenue in the year received.

#### **Restricted Assets**

Restricted cash balances are reported in various funds that are legally restricted for specified uses such as the payment of debt service and fiscal fees on long-term debt and for expenditures approved in federal and state grant contracts. Revenues derived from the operations of the airport are restricted for capital or operating costs of the airport. Also, cash is restricted in the trust funds and agency funds of the City for special purposes.

#### Reimbursements

The City records reimbursable expenditures (or expenses) in the fund that makes the disbursement and records reimbursements as revenue to the fund. For purposes of budgetary comparison, the expenditures (or expenses) are properly offset by the reimbursements.

#### **NOTE 2 - INTERFUND TRANSFERS**

Interfund transfers within the reporting entity are substantially for the purpose of subsidizing operating functions, funding capital projects and asset acquisitions or maintaining debt service on a routine basis as authorized by Kansas statutes. **City of Great Bend, Kansas'** interfund transfers and statutory authority for the year ended December 31, 2010 were as follows:

From	To	Statutory Authority	Amount
General Fund	KDOT Grant Fund	<b>Grant Contract</b>	\$ 100,000
General Fund	Capital Improvements Reserve Fund	K.S.A. 12-1,118	50,000
General Fund	CDBG ARRA Streets Fund	Grant Contract	15,000
General Fund	Capital Improvements Reserve Fund	K.S.A. 12-1,118	20,000
General Fund	Economic Development Fund	Resolution 090704-A	345,359
General Fund	Capital Improvements Reserve Fund	K.S.A. 12-1,118	306,833
General Fund	Basebali Complex Fund	K.S.A. 12-1,118	400,000
General Fund	Sales Tax Infrastructure Fund	Resolution 012908	777,058
General Fund	Sales Tax Improvement Fund	Resolution 012908-A	274,002
General Fund	Bond and Interest Fund	Resolution 012908-A	589,266
Special Parks and Recreation Fund	Baseball Complex Fund	K.S.A. 79-41a04	30,000
Special Alcohol Program Fund	Youth Activities Fund	K.S.A. 79-41a04	44,524
Sewer Disposal Fund	Bond and Interest Fund	K.S.A. 12-825d	156,000
Sewer Disposal Fund	Sewer Line Replacement Fund	K.S.A. 10-1204	430,000
Water Utility Fund	General Fund	K.S.A. 12-825d	81,000
Airport T-Hanger Rental Fund	Airport Grant Fund	Grant Contract	50,000
Capital Improvements Reserve Fund	Aquatic Facility Fund	K.S.A. 12-1,118	35,000
Capital Improvements Reserve Fund	Baseball Complex Fund	K.S.A. 12-1,118	1,200,000

Notes to Financial Statements
December 31, 2010

#### **NOTE 3 – CAPITAL PROJECTS**

Capital project authorizations with approved change orders compared with cash disbursements and accounts payable from inception are as follows:

		Casn
		Disbursements
		and
	Project	Accounts Payable
	Authorization	To Date
Airport Master Plan	\$ 210,499	\$ 210,499
Airport Taxiway Improvement - Grant #15 & #16	3,655,461	3,489,047
Concrete Sewer Line Rehab	2,955,275	2,022,550
10 <sup>th</sup> Street Reconstruction	714,396	687,070
Ball Field Complex	3,861,763	2,707,610
CDBG ARRA Streets	333,636	365,938

#### **NOTE 4 – LITIGATION**

**City of Great Bend, Kansas** is party to various legal proceedings which normally occur in governmental operations. These legal proceedings are not likely to have a material adverse impact on the affected funds of the City.

#### **NOTE 5 – RELATED PARTY TRANSACTION**

**City of Great Bend, Kansas** contracted services with Concrete Service Co, Inc., which is the employer for a council member. For the fiscal year ending December 31, 2010, the City expended \$57,850 for concrete.

The City contracted services with Joel B. Jackson, Attorney at Law, which is a council member. For the fiscal year ending December 31, 2010, the City expended \$20,068 for attorney fees.

#### **NOTE 6 - RISK MANAGEMENT**

**City of Great Bend, Kansas** is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City has been unable to obtain workers' compensation insurance at a cost it considered to be economically justifiable. For this reason, the City joined together with other cities in the State to participate in the Kansas Municipal Insurance Trust, a public entity risk pool currently operating as a common risk management and insurance program for 141 participating members.

The City pays an annual premium to Kansas Municipal Insurance Trust for its workers' compensation insurance coverage. The agreement to participate provides that the Kansas Municipal Insurance Trust will be self-sustaining through member premiums and will reinsure through commercial companies in excess of \$500,000 for each insured event. Additional premiums may be due if total claims for the pool are different than what has been anticipated by Kansas Municipal Insurance Trust's management.

The City carries commercial insurance for all other risks of loss, including property, general liability, inland marine, automobile, umbrella, linebacker, and employee dishonesty. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

Notes to Financial Statements
December 31, 2010

#### NOTE 7 – GRANTS AND SHARED REVENUES

City of Great Bend, Kansas participates in numerous state and federal grant programs, which are governed by various rules and regulations for the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the City has not complied with the rules and regulations governing the grants, refunds of any money received may be required. In the opinion of the City, any liability for reimbursement, which may arise as the result of the audit, is not believed to be material.

#### **NOTE 8 – COMPARATIVE DATA**

Comparative data for the prior year has been presented in Statement 3 in the accompanying financial statements in order to provide an understanding of changes in **City of Great Bend, Kansas'** cash and unencumbered cash balances. However, complete comparative data (presentation of prior year totals in Statement 1) has not been presented since their inclusion would make the statement unduly complex and difficult to read.

#### **NOTE 9 - PROMISSORY NOTE**

City of Great Bend, Kansas loaned MyTown L.P. \$330,000 on May 28, 2008. The note is secured by a security agreement in all equipment, machinery, accounts receivable, inventory, contract rights, furniture and fixtures or assets subsequently acquired by MyTown L.P. The note is to be paid at 4% interest per year in monthly interest only installments commencing on June 27, 2008 and for 59 months thereafter until the fifth anniversary of the loan date; thereafter, the principal amount of the note (\$330,000) shall be due and payable in 60 monthly installments in the amount of \$6,077, along with any interest accrued on the unpaid amount of principal. The economic purpose of this loan was to assist in bringing businesses to the downtown area. MyTown L.P. is two months behind with its payments as of December 31, 2010. Interest paid in 2010 was \$12,100.

#### NOTE 10 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

**City of Great Bend, Kansas** did not publish the financial statements for the required four quarters, showing by fund: beginning and ending balances, receipts, and expenditures along with obligation/liability information, which is a violation of K.S.A. 12-1608.

The Municipal Court had outstanding checks over two years old as of December 31, 2010, which is a violation of K.S.A. 10-816.

#### **NOTE 11 – CONDUIT DEBT**

From time to time, the City has issued industrial revenue bonds to provide financial assistance to private-sector entities for the acquisition and construction of industrial and commercial facilities deemed to be in the public interest. The bonds are generally payable from and secured by the project financed and if needed, additional assets or revenues of the private-sector serviced by the bond issuance. Upon repayment of the bonds, ownership of the acquired facilities transfers to the private-sector entity served by the bond issuance. Neither the City, the State, nor any political subdivision thereof is obligated in any manner for repayment of the bonds.

Notes to Financial Statements
December 31, 2010

#### NOTE 11 - CONDUIT DEBT (continued)

Accordingly, the bonds are not reported as liabilities in the accompanying financial statements. As of December 31, 2010 there was one industrial revenue bond outstanding. The principal amount payable at December 31, 2010 could not be determined; however, the original issue of the bond was \$300,000.

#### **NOTE 12 – DEBT RESTRICTIONS AND COVENANTS**

# **KDHE Sewer Improvement Loan**

**City of Great Bend, Kansas** entered into a loan agreement with the Kansas Department of Health and Environment to fund the improvements to the sewer treatment plant in the amount of \$5,461,790. The loan agreement requires that the City provide for the repayment of this loan by providing dedicated funds. The City is in compliance with this requirement as of December 31, 2010 as it is providing dedicated funds through a combination of sewer rates and fees charged and from a general obligation bond levy.

# **KDHE Water Improvement Loan**

**City of Great Bend, Kansas** entered into a loan agreement with the Kansas Department of Health and Environment to fund the improvements for a wastewater treatment project not to exceed \$4,600,000. The loan agreement requires that the City provide for the repayment of this loan by providing dedicated funds. The City is in compliance with this requirement as of December 31, 2010.

#### **NOTE 13 - LONG-TERM DEBT**

City of Great Bend, Kansas has the following types of long-term debt.

#### General Obligation Bonds

On August 1, 2000, the City issued \$2,500,000 in Water System Improvement – Series 2000 A Bonds for the purpose of certain public water supply improvements.

On March 15, 2004, the City issued \$5,970,000 in Water System Refunding Bonds - Series 2004 for the purpose of providing funds for the refunding of \$5,865,000 in Water System Revenue, Series 1998 A Bonds.

On August 1, 2005, the City issued \$1,075,000 in Main Traffic Way Improvement Bonds - Series 2005 A for the purpose of providing funds for main traffic way improvements.

On October 15, 2007, the City issued \$1,290,000 in series 2007-A general obligation bonds for the purpose of re-paying temporary notes taken out in 2004.

On August 15, 2008, the City issued \$5,000,000 in Series 2008-A sales tax bonds for the purpose of financing the costs of constructing, reconstructing, and maintaining public streets within the City.

#### **KDHE Revolving Loans**

The City enacted a \$5,461,790 revolving loan agreement on April 29, 1997 with the Kansas Department of Health and Environment acting on behalf of the State of Kansas to finance the construction of two activated sludge extended aeration basins. The City will use proceeds generated by the operation of the facility for loan repayment, which began March 1, 1999.

Notes to Financial Statements
December 31, 2010

#### NOTE 13 - LONG-TERM DEBT (continued)

The City enacted a revolving loan agreement not to exceed \$4,600,000 on February 6, 2009 with the Kansas Department of Health and Environment acting on behalf of the State of Kansas to finance a wastewater treatment project. The City will use proceeds generated by the operation of the facility for loan repayment. As of December 31, 2010, the City expects to make future draw downs on this revolving loan and, therefore, the ending loan balance is undeterminable. The amortization schedule used to construct the following long-term debt schedule is based off the full amount of the loan and the City has begun repayment of the loan in 2011.

# CITY OF GREAT BEND, KANSAS Notes to Financial Statements For the Year Ended December 31, 2010

NOTE 13 - LONG-TERM DEBT (continued)

Changes in long-term liabilities for the City for the year ended December 31, 2010, were as follows:

enss	Interest Rates	Date of Issue	I	Amount of Issue	Date of Final Maturity	Balance Beginning of Year	Additions	Reductions/ Payments	Net Change	Balance End of Year	Interest Paid
General Obligation Bonds											
Series 2000A - Water System Improvement	4.80% - 5.25%	08/2000	69	2,500,000	2010	330.00		(330,000)		•	16 335
Series 2004A - Water System Refunding Bonds 2.00% - 4.00% Series 2005A - Main Trafficuar Innovament Bonds	2.00% - 4.00%	03/2004		5,970,000	2019	4,055,000		(355,000)		3,700,000	137,938
	3 00% - 4 00%	08/2005		1 075 000	2015	000 302		(405,000)		000	100
Series 2007A - Amber Meadows/Special Projects Bonds	s Bonds				2			(200,000)		000,000	23,/05
•	3.50% - 4.00%	10/2007		1,290,000	2023	1,175.00		(60,000)		1 115 000	A5 519
Series 2008A - Sales Tax Bonds	3.50% - 3.85%	08/2008		5,000,000	2018	4,600,000	,	(425,000)		4,175,000	164,266
KDHE Loans											
Sewer Improvement Loan	3.42%	04/1997		5,461,790	2018	2,984,732		(288,564)		2,696,168	92,349
Water Improvement Loan	3.16%	02/200		4,600,000	2030	284,66	1 626,653			911,314	8,284
Total Contractual Indebtedness						14,134,393	3 626,653	(1,563,564)		13,197,482	488,395
Compensated Absences Component Unit Compensated Absences						495,581 27,229	- 6		(3,985)	491,596 26,527	
Total Long-Term Debt						\$ 14,657,203	3 626,653	(1,563,564)	(4,687)	13,715,605	488,395

Current maturities of long-term debt and interest for the next five years and in five year increments through maturity are as follows:

	i	2011	2012	2013	2014	2015	2016-2020	2021-2025	Total
rincipal General Obligation Bonds KDHE Loans	<b>₩</b>	980,000	1,015,000 603,879	1,055,000 631,504	1,105,000	1,140,000	3,975,000	320,000	9,590,000 3,607,482
Total Principal	ı	1,563,996	1,618,879	1,686,504	1,454,214	1,481,883	5,072,006	320,000	13,197,482
Interest General Obligation Bonds KDHE Loans	ı	342,171 107,582	310,559 89,224	276,789 63,706	241,259 53,492	203,114 42,926	424,974 61,676	25,823	1,824,689 418,606
Total Interest	i	449,753	399,783	340,495	294,751	246,040	486,650	25,823	2,243,295
Total Principal and Interest	\$	2,013,749	2,018,662	2,026,999	1,748,965	1,727,923	5,558,656	345,823	15,440,777

Supplementary Information

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Certified Public Accountants

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Mayor and City Council City of Great Bend, Kansas Great Bend, Kansas

We have audited the financial statements of **City of Great Bend**, **Kansas** as of and for the year ended December 31, 2010, and have issued our report thereon dated September 12, 2011. The report on the audited financial statements was adverse because it was not presented in conformity with accounting principles generally accepted in the United States of America; however, it was unqualified as presented on a prescribed basis of accounting that demonstrates compliance with the cash basis and budget laws of the State of Kansas, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. Except as discussed in the preceding sentence, we conducted our audit in accordance with auditing standards generally accepted in the United States of America, the *Kansas Municipal Audit Guid*e and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit, we considered **City of Great Bend, Kansas'** internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above. However, we identified certain deficiencies in internal control over financial reporting, described in the accompanying schedule of findings and questioned costs as 2010-A and 2010-B that we consider to be significant deficiencies in internal control over financial reporting. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

# City of Great Bend, Kansas

Page Two

#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether **City of Great Bend, Kansas'** financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain matters that we reported to management of **City of Great Bend, Kansas**, in a separate letter dated September 12, 2011.

**City of Great Bend, Kansas'** response to the findings in our audit is described in the accompanying schedule of findings and questioned costs. We did not audit the City's response and, accordingly, we express no opinion on it.

This report is intended solely for the information and use of management, City Council, others within the entity, federal awarding agencies and pass-through entities, and for filing with the Kansas Department of Administration, Division of Accounts and Reports, and is not intended to be and should not be used by anyone other than these specified parties.

ADAMS, BROWN, BERAN & BALL, CHTD.

adams, Brown, Beran . Ball, Ortd.

Certified Public Accountants

September 12, 2011



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Certified Public Accountants

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH REQUIREMENTS THAT COULD HAVE A DIRECT AND MATERIAL EFFECT ON EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

To the Mayor and City Council City of Great Bend, Kansas Great Bend, Kansas

#### Compliance

We have audited **City of Great Bend, Kansas'** compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended December 31, 2010. The City's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the City's management. Our responsibility is to express an opinion on the City's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the Kanas Municipal Audit Guide; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about City of Great Bend, Kansas' compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the City's compliance with those requirements.

In our opinion, City of Great Bend, Kansas complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2010.

# **Internal Control Over Compliance**

Management of **City of Great Bend, Kansas** is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the City's internal control over compliance with the requirements that could have a direct and material effect on a major federal program to determine the auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

# **City of Great Bend, Kansas** Page Two

Our consideration of internal control over compliance was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over compliance that might be significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. However, as discussed below, we identified a certain deficiency in internal control over compliance that we consider to be a material weakness.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. We consider the deficiency in internal control over compliance described in the accompanying schedule of findings and questioned costs as item 2010-C to be a material weakness.

City of Great Bend, Kansas' response to the finding identified in our audit is described in the accompany schedule of findings and questioned costs. We did not audit the City's response and, accordingly, we express no opinion on the response.

This report is intended solely for the information and use of the management, City Council, others within the entity, federal awarding agencies and pass-through entities, and for filing with the Kansas Department of Administration, Division of Accounts and Reports, and is not intended to be and should not be used by anyone other than these specified parties.

ADAMS, BROWN, BERAN & BALL, CHTD.

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Certified Public Accountants

September 12, 2011

Schedule of Findings and Questioned Costs For the Year Ended December 31, 2010

#### SECTION I - SUMMARY OF AUDITORS' RESULTS

#### FINANCIAL STATEMENTS Unqualified Type of auditors' report issued: Internal control over financial reporting: •Material weakness identified? No Yes Χ •Significant deficiencies identified? None reported Yes •Noncompliance material to financial statements noted? Χ Yes Νo **FEDERAL AWARDS** Internal control over major programs: •Material weakness identified? No Yes Significant deficiency identified? Yes Х None reported Unqualified Type of auditors' report issued on compliance for major programs: Any audit findings disclosed that are required to be reported in accordance with Section 510(a) of OMB Circular A-133? No Х Yes Identification of major programs: Name of Federal Program or Cluster **CFDA Numbers** 14.228 Community Development Block Grants/State's Program and Non Entitlement Recovery Act - Community Development Block Grant/State's Program 14.255 and Non-Entitlement Grants in Hawaii 66.202 Congressionally Mandated Projects Dollar threshold used to distinguish between Type A and Type B 300,000 programs: No

Yes

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Auditee qualified as low-risk auditee?

Schedule of Findings and Questioned Costs For the Year Ended December 31, 2010

#### SECTION II - FINANCIAL STATEMENT FINDINGS

#### A. Significant Deficiencies in Internal Control

#### 2010-A

#### Criteria or specific requirement

Change orders on construction contracts should be approved by the City Council prior to incurring the liability.

#### Condition

Approximately \$36,000 in additional expenditures over the original contract amount were approved by the City Engineer but were not approved by the City Council prior to incurring the liability. Furthermore, change orders were not received for these additional costs. Although prior approval was not made, the expenditures were approved through the normal disbursement process.

#### Effect

Approximately \$36,000 in additional expenditures over the original contract amount were approved by the City Engineer and not by the City Council prior to incurring the liability.

#### Cause

The City Engineer did not obtain change orders from the contractor and therefore, did not submit them to the City Council for approval prior to incurring the additional costs.

#### Recommendation

We recommend the City develop a tracking process for all projects to ensure continual review of all change orders and project costs.

#### Views of responsible officials and planned corrective actions

The City will develop a tracking process for all projects and track all change orders and project costs. Change orders will be submitted to the City Council for approval.

## 2010-B

## Criteria or specific requirement

City personnel responsible for the accounting and reporting function should possess the necessary skills and knowledge to prepare financial statements and related footnotes in conformity with the cash basis and budget laws of the State of Kansas.

#### Condition

City personnel do not have the necessary skills and knowledge to apply statutory basis accounting principles in recording the entity's financial transactions or when preparing financial statements.

#### Effect

The City might not be able to report all transactions of the entity in accordance with the statutory basis of accounting. Transactions could occur and not be reported timely. Financial reports showing year-to-date transactions of the City could not be available to support all of the activities.

Schedule of Findings and Questioned Costs For the Year Ended December 31, 2010

#### Cause

Due to the limited size of **City of Great Bend, Kansas**, it is not practical to hire fully qualified staff to the extent they possess all of the skills required in order to apply generally accepted accounting principles when preparing financial statements, including relevant footnote disclosures.

#### Recommendation

Procedures should be established and implemented whereby City personnel continue to obtain training.

Views of responsible officials and planned corrective actions

City personnel will renew its efforts in receiving training through the Governmental Finance Officers Association (GFOA).

#### SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

#### A. Material Weakness in Internal Control

#### 2010-C

Information on the federal program

The material weakness applies to all of the City's federal grants.

#### Criteria or specific requirement

City personnel responsible for receiving and administering federal awards should have the knowledge to be able to identify the name of each federal grant received (CFDA Title), the amount of federal grant revenue received and expended during the year, and the CFDA number. In addition to identifying this information, City personnel should have the knowledge to prepare appropriate financial statements, including the Schedule of Expenditures of Federal Awards, the Summary Schedule of Prior Audit Findings, and the Corrective Action Plan.

#### Condition

City personnel do not have the necessary skills and knowledge to identify all federal awards received and expended and to prepare the appropriate financial statements required under OMB A-133.

#### Effect

City personnel were not able to provide a materially correct listing which contained all of the federal awards received and expended during the year, including the federal programs (CFDA name and number) under which they were received.

#### Cause

A change in City personnel has occurred between grant years and procedures were not established for the new personnel to obtain the necessary training required to prepare the required information and appropriate financial statements.

#### Recommendation

Procedures should be established and implemented whereby City personnel obtain the necessary training to identify all federal awards received and expended and to prepare the appropriate financial statements.

#### Views of responsible officials and planned corrective actions

City departments will notify the Assistant City Administrator and City Clerk/Finance Director of all grants obtained and provide copies of grant documents. The City will contract with Adams, Brown, Beran & Ball,

Schedule of Findings and Questioned Costs For the Year Ended December 31, 2010

Chtd., Certified Public Accountants, to meet with the Assistant City Administrator and City Clerk/Finance Director to develop procedures to identify federal expenditures and properly report them on the schedule of federal expenditures.

Summary Schedule of Prior Audit Findings For the Year Ended December 31, 2010

# PRIOR YEAR FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

No material findings or questioned costs for the year ended December 31, 2009 are required to be disclosed under OMB Circular A-133.

Schedule of Expenditures of Federal Awards For the Year Ended December 31, 2010

		Agency or	
Federal Grantor/	Federal	Pass	
Pass Through Grantor/	CFDA	Through	Federal
Program Title	Number	Number	Expenditures
	-		
Environmental Protection Agency			
Direct Funding			
Congressionally Mandated Projects	66.202	XP987951 01	\$ 272,518
Department of Homeland Security			
Direct Funding			
Assistance to Firefighters Grant	97.044	EMW-2009-FO-01711	86,544
Department of Housing and Urban Development			
Passed through the State Department of Commerce and Housing			
Community Development Block Grant - State's Program and			
Non-Entitlement Grants in Hawaii	14.228	86-BF-202 & 88-BF-219	92
Recovery Act - Community Development Block Grant/State's Program			
and Non-Entitlement Grants in Hawaii	14.255	09-RA-007	326,812
Total Department of Housing and Urban Development			326,904
Department of Justice			
Direct Funding			
Edward Byrne Memorial Justice Assistance Grant Program	16.738	2009-DJ-BX-1294	17,181
Recovery Act - Edward Byrne Memorial Justice Assistance Grant			
(JAG) Program/Grants to Units of Local Government	16.804	2009-SB-B9-3058	1,655
Total Department of Justice			18,836
Department of Transportation			
Direct Funding			
Airport Improvement Program	20.106	AIP 3-20-0027-17	3,325
Airport Improvement Program	20.106	AIP 3-20-0027-18	263,557
			266,882
Passed through State Department of Transportation -			
State and Community Highway Safety	20.600	OP-1107-10	4,422
Total Department of Transportation			271,304
Department of Agriculture			
Passed through Kansas State University			
Cooperative Forestry Assistance	10.664		2,149
Total Expenditures of Federal Awards			\$ 978,255

Notes to Schedule of Expenditures of Federal Awards For the Year Ended December 31, 2010

#### **NOTE 1 – BASIS OF PRESENTATION**

The accompanying schedule of expenditures of federal awards includes the federal grant activity of **City of Great Bend, Kansas**, and is presented on the basis of accounting that demonstrates compliance with the cash basis and budget laws of the State of Kansas, which is a comprehensive basis of accounting other than generally accepted accounting principles. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

#### NOTE 2 - ECONOMIC DEVELOPMENT REVOLVING LOAN PROGRAM

**City of Great Bend, Kansas** received funds through an Economic Development Revolving Loan Program in a prior year. During 2010, the City incurred \$92 in administration expenses for this grant. The total loans outstanding to local businesses as of December 31, 2010 were \$8,799.

#### **NOTE 3 – SUBRECIPIENTS**

City of Great Bend, Kansas has provided federal awards to the following subrecipients:

Barton County, Kansas - Edward Byrne Memorial Justice Assistance Grant Program, CFDA #16.738, total \$12,196.

#### **NOTE 4 - NONMONETARY EXPENDITURES**

Nonmonetary federal expenditures are reported in the schedule at the fair market value of the equipment received. At December 31, 2010, **City of Great Bend, Kansas** had received \$3,142 in equipment for the police department that is included in the schedule under the Department of Transportation CFDA Number 20.600.